

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: Arizona Department of Health Services	
Vendor: Scantron Corporation	Estimated Cost: \$11,773.29
Section 2	
Brief description of materials or services: Purchase a Scantron system with accompanying software, training and maintenance.	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: Scantron is a sole source provider and does not sell to distributors or resellers.	
Duration of this Sole Source procurement: One Year	
Briefly describe the efforts made to seek other sources: ADHS Procurement attempted to procure Scantron through ASAP, a state contracted vendor as a third party reseller. Scantron Corporation will not sell through third party vendors at this time. Scantron products can only be purchased directly from Scantron.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Manuel Gonzales Jr.	
Phone Number: 602 542-1045	Email Address: GONZALMA@azdhs.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 9/2/2008	Date Closed: 9/8/2008